

**DESIGN REVIEW ADVISORY COMMITTEE
SPECIAL MEETING MINUTES
WEDNESDAY, SEPTEMBER 16, 2015
ROOM 400
TOWN HALL, WEST HARTFORD, CT**

CALL TO ORDER: 4:30 P.M.

ATTENDANCE:

DRAC: Jeffrey Gebrian, Chair; Members: Matthew McGrath, Fred Fritz, Richard Hughes; and
Alternate: Kimberly Parsons-Whitaker
Staff: Todd Dumais, Town Planner

REFERRAL FROM TOWN COUNCIL:

245 Prospect Avenue (aka 18-54 Kane Street) - *Application (SDD #11-R2-15) on behalf of Prospect Plaza Improvements, LLC ("Prospect Plaza"), the owner of the property known as 18-54 Kane Street, to amend Special Development District (SDD) #11 for Proposed Façade, Landscape, Parking Lot and Signage Improvements at Prospect Plaza.*

The Town Planner, Mr. Dumais briefly introduced the application. He noted that this was a formal referral from the Town Council and that the Applicant previously appeared for a study session. Mr. Dumais then summarized the areas of concerns / additional details requested by the Committee at study session. Those areas being: additional details on plantings, plan consistency, bike/pedestrian connections and enhancements and additional building material details.

Mr. Chase, project architect, presented the application. He outlined all of the responsive changes made since the study session and to staff review comments. Specifically, Mr. Chase identified the trash cans, dumpster screening details, the bike racks and material changes.

Several members of the Committee asked for additional details regarding the trash management plan for the Plaza. The property manager answered the question and explained that currently each tenant contracts for their own trash removal services. The DRAC suggested a consolidated trash management plan.

Mr. Dumais commented that the plan needed additional bicycle parking and that the specified bicycle rack was not the Town's preferred rack design. He also commented on the pedestrian linkage from the Town sidewalks through the site to the Plaza.

Chairman Gebrian thanked the Applicant for investing in the site and for bringing an application that freshens up the facade and that will beautify the Plaza.

DRAC recommended approval. Motion/Fritz; Second/Hughes (Vote: 5-0).

APPROVAL OF MEETING MINUTES:

- Thursday, August 13, 2015 – **Approved 5-0. Motion/Hughes; Second/Fritz.**

ADJOURNMENT: 5:15 P.M.